

# CITY of GULFPORT



Mayor-Council Form of Government

\$8.00 research time for locating or determining eligibility .25 per page (one side only)  
\$50.00 for computer generated reports per hour \$25-35 for maps, depending on size  
*For less than a 60 min. computation must be made "by multiplying the hourly rate times a fraction, the number of which will be the number of minutes expended, and the denominator of which will be sixty."*

Payments can be made payable by check, money order, or cash. **NO CREDIT CARDS**, at respected office.

Date: \_\_\_\_\_

Person/Business requesting: \_\_\_\_\_

Address of Requester: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Subject Matter: \_\_\_\_\_

*Any requests shall be clear and concise and shall be directed toward only one subject matter.*

Manner of Compliance: ☐ Personally Inspect  
☐ Personally Copy  
☐ Cause to be copied

*Actual cost of compliance with my request, if granted shall be paid by me in advance of the receipt of any information.*

Manner of Delivery: ☐ By mail to the address above  
☐ In person at your office

I have read and understand the published statements entitled "Policy and Procedure - Mississippi Public records Act of 1983" and I further understand that the actual cost of compliance with my request, if granted, shall be borne by me, including mailing costs if applicable. I also understand the following to-wit:

Signature of requesting party: \_\_\_\_\_

Requests are directed to: City Clerk  
P.O. Box 1780  
Gulfport, MS 39502

Request Granted by: \_\_\_\_\_ City Clerk